

Welcome to Jing!®

A guide to taking your first capture

Welcome to Jing

Heard of Jing from TechSmith? It's the fastest way to show something on your screen to others. Jing can capture images and video and it works on Macintosh and Windows. Why would you want to show stuff on your screen to others? You could...

↔ Collaborate on a design project

📄 Share a snapshot of a document

💬 Narrate your vacation photos

🐛 Capture that pesky bug in action

👤 Show Dad how to use iTunes

📋 Comment verbally on students' homework

🔗 Collect cool web designs or funny ads

📱 Post tidbits from your life on Twitter or Facebook



This guide will show you everything you need to know to take a screen capture.

- ▶ Install and set up Jing
- ▶ Launch Jing
- ▶ Take a Capture (Image or Video)
- ▶ Save or Share your Capture
- ▶ Additional References

Install Jing and Sign Up for Screencast.com

Download and install Jing from www.jingproject.com.

Double click the installer and proceed as directed. Near the end of the short process you are prompted to sign up for Screencast.com.

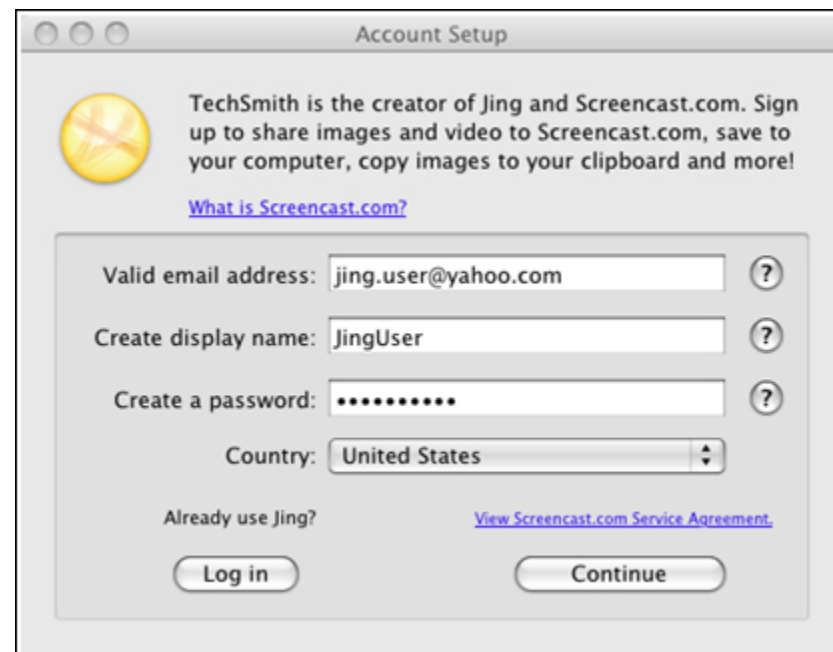
What is Screencast.com?

Screencast.com is a hosting service from TechSmith, perfect for the videos and images you create with Jing. You get 2 GB of storage and 2 GB of bandwidth per month for free.

You can also choose to host your captures elsewhere, such as Flickr or your own FTP server.

Is it private?

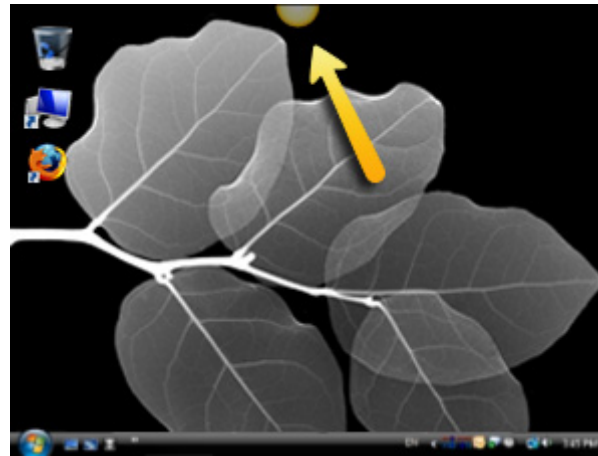
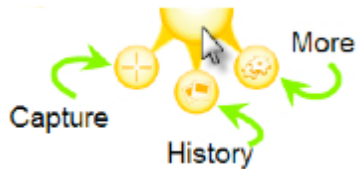
Yes. You own and control all your content. Only people you choose can see it, and it's only deleted when *you* delete it.



Find and Launch Jing

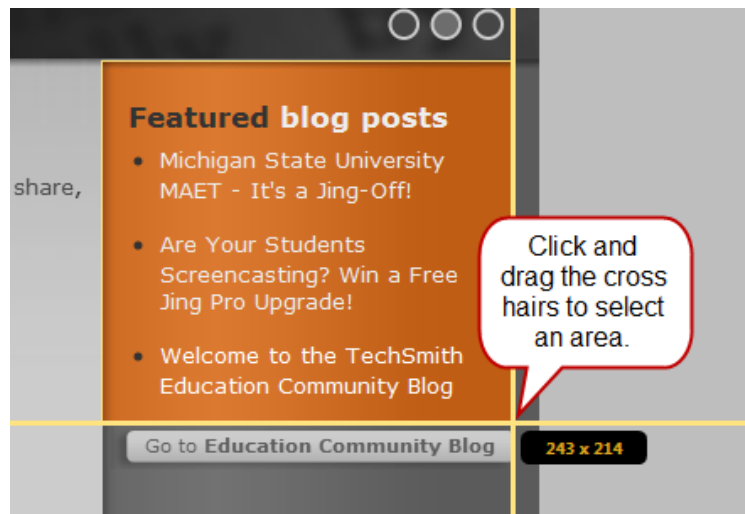
After the installation and sign up is complete, you might not notice anything has changed on your computer. Look carefully around the top edges of your screen. On Windows, the Jing Sun Launcher location is at the top center of the screen. On Macintosh, it's in the upper right corner.

As you move over the "sun" three options will emerge. The most useful one is **Capture**.





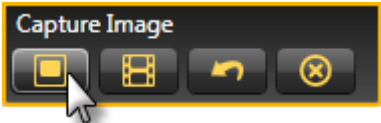


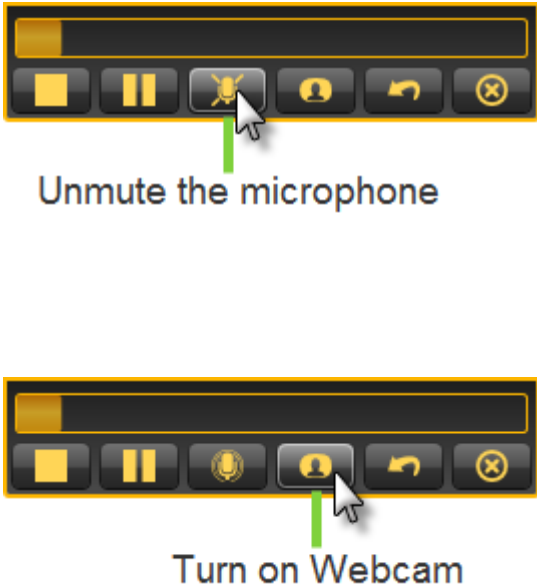
Take a Capture

Click **Capture**. See how parts of your screen go darker as you move the cross hairs around the screen? Click and drag to select a portion of your screen. The highlighted bright area is the part that will be captured. Let go when you've got the area you want selected.



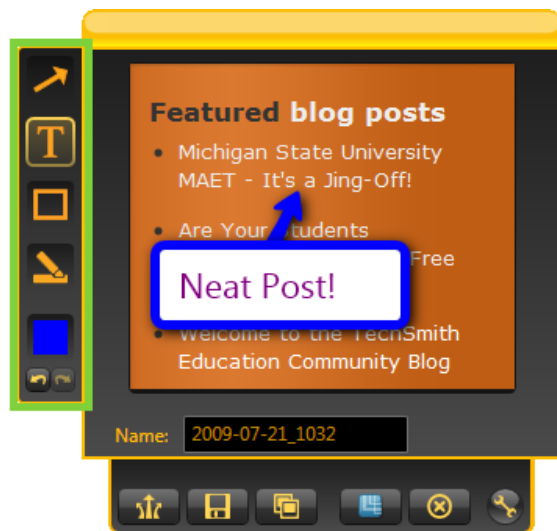
Ok, now it's decision time!

Do you want to capture an image or record a video?

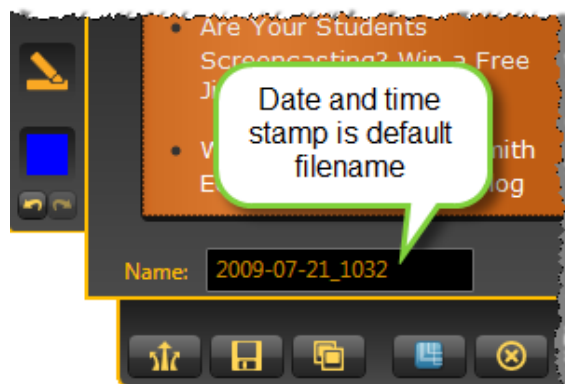
 I want to capture an image!		 I want to record a video!	
<p>Click the Image button.</p>		<p>Click the Video button.</p>	
<p>The image appears in the Preview window.</p>	 <p>(Cont'd...)</p>	<p>Make sure your microphone is connected and that you're not muted.</p> <p>Also, if you have Jing Pro, you can record a webcam!</p>	 <p>(Cont'd...)</p>

I want to capture an image! (Continued)

Use the image tools to annotate your capture.



The Date/Time stamp is the default filename. Change if desired.



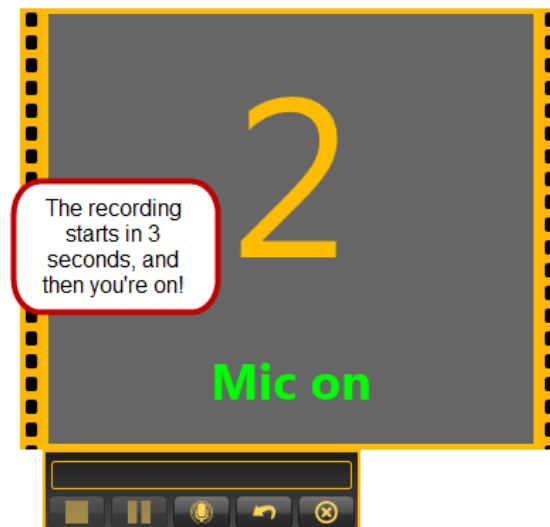
(Cont'd...)

I want to record a video! (Continued)

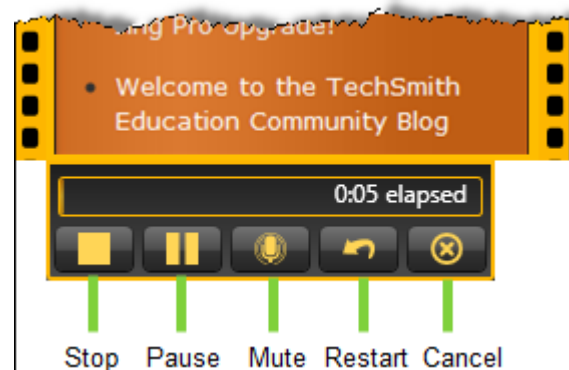
A 3 second countdown will appear, and your screen will then be recorded.

Perform any actions you'd like to show while narrating along.

Note that there is a 5-minute time limit.



Click **Stop** when you're done.

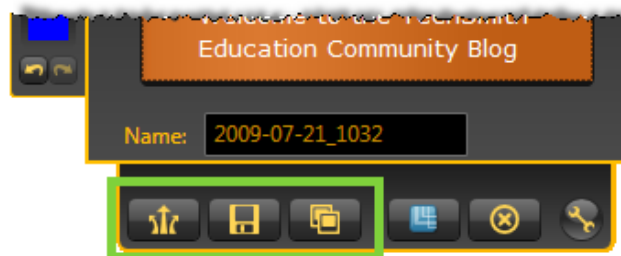


(Cont'd...)

I want to capture an image! (Continued)

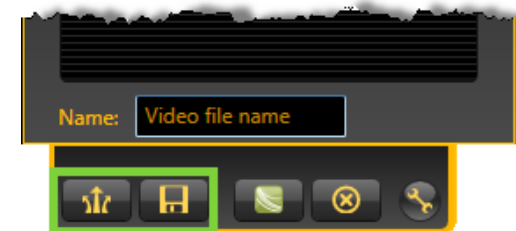
Time to share and save your capture.

Choose one of the available output buttons to share your capture.



I want to record a video! (Continued)

Your capture shows up in preview window. Preview it – then share it.



Save, Copy or Share Your Capture to Screencast.com

Once you've captured an image or made a video, you have to decide what you want to do with it. The default output options are **Screencast.com** (left button), **Save** (middle), or **Copy** (right, & only works for images). Let's explore the differences:



Save: Your traditional save process you've done dozens or thousands of times. Save it. Pick a file name. Pick a location.



Copy: This only applies to images. You can click the **Copy** button and then paste the image into a document, email, etc.



Screencast.com: If you click Screencast.com, your image or video is uploaded to your Jing folder on Screencast.com. Remember it's private. No one is going to get to your content unless you give them the link to it.

Once the video or image is uploaded to Screencast.com, you get a link to it. Next, paste the link into your email, document or online conversation. The link will look something like this: <http://screencast.com/t/yKWyv8hl5>. When people click it, they'll see exactly what you captured!



To paste, you can press **Ctrl + V** (**Command + V** on Mac). Or you can usually right click your mouse in the area where you want to paste and select **Paste** from the drop down menu.

Why Would You Want to Use Screencast.com?

Why not just save the file and attach it to an email for example? Possible reasons include:

- ▶ A link is more viewer-friendly in some cases. Example: Your email recipient isn't likely going to be too happy when they receive an email with a huge video file attached to it.
- ▶ A link to the content is more versatile: Example: You can't attach or insert images or video into some mediums—like an Instant message client or chat room.
- ▶ The viewer will likely have a better experience watching the video via your link than trying to open it as a raw file. Screencast.com takes care of everything.

Learn More Cool Stuff About Jing!

We've got two great resources you should check out sometime. Our Help Center at <http://help.jingproject.com> will show you things like how to move or hide the sun, how to make custom Jing buttons and more. Our blog at <http://blog.jingproject.com> is a great place to learn the latest news, join the conversation, and see how others are using Jing!